Members Present: Nancy Mangold (CBE, COBRA Chair), Jiansheng Guo (CLASS), Kim Shima (Accounting & Finance), Monique Cornelius (Budget Office, Presidential Appointee), Paul Carpenter (Kinesiology), Rafael Hernandez (Academic Affairs, Presidential Appointee), ZaNean McClain (Kinesiology), Liz Ginno (Library), Shirley Yap (Mathematics)

Members Absent: Will Johnson (Sociology & SS)

Guests: Debbie Chaw, Glen Perry, Lindsay Mcrea

1. Approval of the Agenda – Agenda was approved.
   MSP Carpenter/Yap

2. Approval of 2-14-18 minutes – Minutes were approved.
   MSP Shima/Cornelius

3. Reports
   a. Report of the Chair
      • Nancy reported they worked on the Core Building documents. Nancy was asked to add Cobra 1 and 2 to the senate agenda. Nancy was able to present and share the reports and give it background of the reports and went over the Core Building.
      • We were asked to send comments regarding the CORE building to the project manager (Sharon Bateman) and to copy Nancy. So far, there have been no comments.
      • There were questions regarding how the CORE Building will affect the Library budget. Nancy may ask the Dean of the Library to come to discuss the budget.
      • The Academic Senate approved both Cobra 1 and Cobra 2 reports.
      • Nancy also sent COBRA 3 forward to ExCom and it will be on the agenda for March 6. Nancy was asked to attend and will give brief report on the budget situation.

   b. Report of the Presidential Appointees
      Monique gave an update regarding compensation increases. The CO will fund the negotiated compensation increases. However, they will only fund 50% of the $650 dollar bonuses and the campus will have to come up with the other 50%.

      Rafael reported that faculty workload reported to the Chancellor’s Office. Average faculty workload in terms of wtu in the classroom is between 8 and 9 units right now. It is actually below 60%

   a. Report of Semester Conversion
      • Lindsay reported that Debbie will be presenting the Quarter to Semester budget today. She is excited about news Debbie will deliver and she will give the same report to the Semester Conversion Steering Committee on March 9th from 12 to 2.
      • Sponsors did offer to fund GE Subcommittee in completing the work of processing 120 outstanding courses that have been submitted for approval.
      • The only subcommittee transitioning into 2018-19 is the University Hour subgroup
d. Report of Academic Affairs Budget Advisory Committee
   No report.

e. Report of ITAC
   Guo gave an update of ITAC
   • Discussed the issue of the clicker use in classrooms and that we should be using one system rather than two.
   • The new CIO is working on several projects to automate things for student administration
   • ITS will be implementing Windows 10 on the campus soon
   • Discussed the project of providing students with a Chromebook

4. Business Item
   Quarter to Semester Budget Presentation
   Debbie Chaw presented the Quarter to Semester Budget Presentation. Debbie acknowledged the work that Glen Perry Lindsay McCrea, and Jason Singley have done related to semester conversion. The presentation covered the following:
   • Reviewed the original budget submitted to CO for Semester Conversion.
   • Presented the YTD Actuals vs. the original budget submitted to the CO.
   • Reviewed the summary of forecasted expenses through FY 18-19.
   • Reviewed controllable YTD Actuals vs. budget
   • Summary of Sources and Uses of Funds for Controllable Expenses
   • Summary of Forecasted Expenses through FY 18/19.

5. Adjournment
   MSP Shima/Guo